

Minutes

ILLINOIS DEPARTMENT OF CHILDREN AND FAMILY SERVICES

SCAN COMMITTEE MEETING

No phone-In or Video Attendance for this Meeting

October 24, 2018, 10:00 A.M – 4:00 P.M.

DCFS Field Office 1124 N. Walnut, Springfield, Illinois

Call to order: Diane Scruggs, Chairman

1. Introductions - Those present included Alicen McGowan, Mary Hardy-Hall, Delilah Nelson, Michelle Davis, Anne Gold, Linda Moore, Mary Forney, Mary Bennet, Veatrice Crawford and Ann Deuel.
2. Review and approval of August Meeting Minutes – Ann Deuel requested the spelling of her name to be corrected. Alicen made a motion to approve the minutes as corrected and Mary Bennet seconded the motion. All the members were unanimous.
3. Status of outstanding appointments – Michelle Davis said that she will send official letters of appointment to SCAN to Ann Deuel, Judi Bradley, and Denise McCaffrey. The members requested they could have their own DCFS ID Badges. Michelle will check with Tammy Grant in personnel to see if this is possible.
4. Access to D-Net – Diane does not have access to the D-net. Michelle said OITS is checking but if a person has been given an Illinois.gov email address, they should have access to the D-net. Anne suggested that a CITRIX connection is necessary to access the D-net.
Veatrice joined the meeting at 10:50 A.M.
5. Status of the Director attending the December Meeting – A form requesting Director Walker attend the next meeting on the 19th needs to be filled out and submitted. Some questions that the members have for the Director include:
What would the Director like SCAN to focus on in the future?
Does she have any response to the SCAN Annual Report?
Alicen stated that she would like to do work on child to child sex abuse. Mary Hardy-Hall, a former prison warden, started a child sex offender program. The members were surprised at the young age of children who are placed on the sex offender list. They feel that ANCRA, Abuse AND Neglect Reporting Act, needs to be amended.
The group had a consensus that all advisory boards should hold quarterly meetings group.
6. Tax Check off Status – Michelle told the members that the Tax check off is on the legislative to do list. 27 other states have this for child abuse. Research was done by

the legislative office. Ann D. asked about the use of the funds collected. SCAN uses these funds to provide grants to agencies.

7. Other – The group began to conduct their annual file review. The 8 members in attendance will work in pairs and try to review 2-3 cases each.

A motion to adjourn the business meeting was made at 11:55 A.M. Ann D. 1st, Alicen 2nd, the motion to adjourn was unanimous.

Future Meeting to Do List:

- Human Trafficking
- ANCRA
- Sex offender registration and treatment
- Director feedback
- Legislation for Child Abuse with email updates between meetings
- Substance Abuse and treatment programs shortage – Anne explained that new funding is going to be made available for these programs. HB 1892 (federal money) is funding a prevention program. The program is being developed. The Differential Response program was not successful. Casey Families put out a synopsis on legislation. Diane would like Linda to send this information to the members once she receives it.
- Veatrice would like to see data about services offered to clients. She would like to track this data from year to year.

ANNUAL FILE REVIEW - TOPIC ALLEGATION 60

We started with explaining the method of files selection for the review. A member suggested that at future file reviews Anne may wish to brief the group on basic terms such as SCR and RSF before the members start reading the files. The members requested conducting the review in the training room at the 4500 South 6th Street DCFS Office next year. However, it is the practice to hold the file review in Chicago and Springfield on alternating years. From noon to 3 P.M. Anne Gold answered the members questions about topics such as file redacting, and reading the case notes before reading the findings. Anne noted that the review should focus on allegation 60.

File Review Procedures

We will use investigations only, not case files. I have put a request into the IT department, using their Data Analytics Ad Hoc Report Request Form found on the D-net at the “Data Analytics” tab for a list of 60 allegations for the month of January 2018. This list showed there are 1422 investigations in the system. We selected 20 random cases with 5 for each of the 4 regions of the state. Equal numbers of unfounded and indicated files were chosen. Hand-off documents from SACWIS were printed and hard copy files were requested for each case that

should include police reports and photos which are not stored in SACWIS. The field office with the hard copy file emailed the hard copy file to the office of the liaison. The liaison took custody of these hard files and brought them to the file review. The members reviewed the files using the form provided by the chairman. The liaison emailed the members the following documents to prepare for this review: "Procedures 300 Definition of Allegation 10 and 60" and the "Definition of Blatant Disregard" from ANCRA. The members will make recommendations on the services / enhancements to give victims and ensure that proper procedure was followed.

The members provided their own lunch. All C-10 travel forms should be the latest version and submitted to the liaison. The liaison will review the vouchers for completeness and submit them as a batch to Charles Talbert in the Grant Department for approval and payment.

The teams were as follows:

- Diane and Alicen
- Mary Bennet and Ann Deuel
- Mary HH and Delilah
- Veatrice and Mary J. F.

The members conducted their file review next. The file review results are contained in a separate document. A summary of recommendations will be prepared for the Annual Report. The meeting adjourned at 4:30 P.M.